



Dr. Yashwant Singh Parmar University of Horticulture & Forestry,

Nauni (Solan)-173230, Himachal Pradesh

Office of the Registrar, Recruitment Section

☎ 01792-252219, FAX-01792-252603 (fax), e-mail: registrar@yspuniversity.ac.in

Rajesh Kumar, HPAS (Registrar)

No.UHF.Regr.Rectt.2-15/2018/-28172-28214.

Dated: 25.10.2018

OFFICE ORDER

On the basis of qualifying the written objective type examination, typing test and evaluation of documents/certificates done strictly as per parameters devised by the State Government of HP further adopted by this University, the following candidates are hereby appointed as Junior Office Assistant (Information Technology), purely on contract basis @ Rs.9810/- per month [BP Rs.5910+1950 GP + 100% of GP], initially for a period of one year from the date of their joining:

Sr. No.	Roll No.	Name & Address	Date of Birth	Category	Place of Posting
1.	18381	Ms. Pooja Devi, D/O Shri Todar Mal, House No.159/3, Palace Colony, Jail Road, Mandi (HP).	01.03.1985	General	Office of the Dean, College of Horticulture. Her salary will be drawn against the vacant post of JOA (IT) under the scheme HPL-202-01.
2.	16206	Shri Manoj Kumar, S/O Shri Santosh Kumar, C/O Sh Lal Singh Santosh Kumar, Samala Road, Rohru, Shimla (HP).	16.02.1986	General	Office of the Registrar. His salary will be drawn against the vacant post of JOA (IT) under the scheme HPL-131-37.
3.	16156	Shri Suraj Ghezta, S/O Shri Suresh Ghezta, C/O Shyam Niwas, PO Hatkoti, Tehsil Jubbal, District Shimla.	30.11.1994	General	Office of the Dean, College of Horticulture. His salary will be drawn by the office of the Comptroller against the vacant post of JOA (IT) under the scheme HPL-026-36.
4.	17989	Shri Rajat Sharma, S/O Shri Vinod, VPO Batal, Tehsil Arki, District Solan (HP).	05.07.1995	General	Office of the Dean, College of Forestry. His salary will be drawn by the Directorate of Extension Education against the vacant post of JOA (IT) under the scheme HPL-127-39.
5.	17267	Shri Rishabh Sharma, S/O Shri Rakesh, C/O Chanchal Niwas, First Sangti, Summer Hill, Shimla (HP).	18.07.1994	General	Office of the Registrar. His salary will be drawn against the vacant post of JOA (IT) under the scheme HPL-131-37.
6.	19110	Shri Kuldeep Kumar, S/O Shri Sarv Diyal, Village Dhaluin, PO Masroond, Tehsil & District Chamba (HP).	10.04.1992	SC [Against general due to merit]	Office of the Estate Officer. His salary will be drawn against the vacant post of JOA (IT) under the scheme HPL-136-34.
7.	19000	Shri Sunny Kumar, S/O Shri Mul Chand, Village Sartyola, Post Office Mahunnag, Tehsil Karsog, District Mandi.	14.04.1996	General	RHR&TS, Mashobra, District Shimla. His salary will be drawn by the Directorate of Research against the vacant post of JOA (IT) under the scheme HPL-209-38.

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Sr. No.	Roll No.	Name & Address	Date of Birth	Category	Place of Posting
8.	17406	Ms. Deepika, D/O Shri Bhupeshwar Shastri, Village Bainsh, PO Toon, Tehsil & District Shimla (HP).	15.12.1991	General	SNS Library. Her salary will be drawn by the Computer & Instrumentation Centre against the vacant post of JOA (IT) under the scheme HPL-204-42.
9.	17260	Ms. Priyanka Sharma, D/O Shri Hem Chand Sharma, Village Ner, PO Manjhu, Tehsil Arki, District Solan (HP).	31.01.1994	General	Office of the Comptroller. Her salary will be drawn against the vacant post of JOA (IT) under the scheme HPL-026-36.
10.	17599	Shri Ashok Kumar, S/O Shri Dhyan Singh, Village Jole, PO Gharan, Tehsil Jhandutta, District Bilaspur (HP).	15.04.1995	General (BPL)	Office of the Comptroller. His salary will be drawn against the vacant post of JOA (IT) under the scheme HPL-026-36.
11.	18850	Shri Sanjay Kumar, S/O Shri Durga Singh, Village Dalah, PO & Tehsil Padhar, District Mandi (HP).	26.04.1993	General (BPL)	Department of Silviculture & Agroforestry. His salary will be drawn by the Department of Food Science & Technology against the vacant post of JOA (IT) under the scheme HPL-203-05.
12.	19110	Shri Shyam Lal, S/O Shri Suresh Pal, VPO Sajao Piplu, Tehsil Sarkaghat, District Mandi (HP).	01.09.1994	SC	Regional Horticultural & Forestry Development & Extension Centre, Thunag, District Mandi. His salary will be drawn by the Department of Social Science against the vacant post of JOA (IT) under the scheme HPL-207-18.
13.	15829	Ms. Vaishali, D/O Shri Jeet Ram, VPO Rampur Keonthal, Tehsil & District Shimla (HP).	27.08.1993	SC	College of Forestry. Her salary will be drawn by the Department of Vegetable Science against the vacant post of JOA (IT) under the scheme HPL-077-03.
14.	17378	Shri Manmohan Singh, S/O Shri Roshan Lal, VPO Jainagar, Tehsil Arki, District Solan (HP).	21.01.1992	SC	Department of Seed Science & Technology. His salary will be drawn by the office of the Comptroller against the vacant post of JOA (IT) under the scheme HPL-026-36.
15.	19220	Shri Devender Kumar, S/O Shri Naresh Kumar, Village Dulla, PO Saru, Tehsil & District Chamba (HP).	02.05.1989	ST	Office of the Registrar. His salary will be drawn against the vacant post of JOA (IT) under the scheme HPL-131-37.
16.	15248	Shri Gurpreet Singh, S/O Shri Gurmail Singh, C/O Shri Santosh Singh, Near Radha Soami Satsang, Village Anji, PO Barog, Tehsil & District Solan (HP).	08.07.1996	OBC	Regional Horticultural Research & Training Station, Bajaura, District Kullu. His salary will be drawn by the Directorate of Research against the vacant post of JOA (IT) under the scheme HPL-209-38.
17.	19467	Shri Pankaj Singh, S/O Shri Balwant Singh, Village Thanpuri, PO Rajiana (53 Miles), Tehsil Nagrota Bagwan, District Kangra (HP).	25.12.1982	OBC	College of Horticulture & Forestry, Neri (Hamirpur). His salary will be drawn against the vacant post of JOA (IT) under the scheme HPL-056-62.

Sr. No.	Roll No.	Name & Address	Date of Birth	Category	Place of Posting
18.	15868	Shri Jatinder Singh, S/O Shri Kulwant Singh, C/O Kulwant Niwas, Green Valley, Lower Dhanda, Totu, Shimla.	13.01.1994	OBC	Department of Plant Pathology. His salary will be drawn by the office of the Registrar against the vacant post of JOA (IT) under the scheme HPL-131-37.

However, the above contractual appointment is extendable, on year to year basis, if their service and conduct is found satisfactory during the year. Further, the appointment is subject to the following terms and conditions:

- i) that the appointment is purely temporary and contractual and they will be paid fixed contractual amount of Rs.9,810/- per month (which shall be equal to minimum of the Pay Band + Grade Pay + 100% of GP). Further, they will be entitled for annual increase in contractual amount @ 3% of minimum of Pay Band + Grade Pay of the post, if their contract is extended beyond one year. However, no other allied benefits will be given;
- ii) that their services will be governed by the regulations/terms and conditions for contract appointments, circulated, vide Notification No.UHF.Regr.Rectt.2-04/2015/-15049-89 dated 15.10.2015;
- iii) that their services will be purely on temporary basis and are liable to be terminated in case their performance/conduct is not found satisfactory;
- iv) that they will have to enter into an agreement on non-judicial stamp paper of Rs.5/- with this University, as per Annexure-B of the policy/terms and conditions for contract appointments, circulated, vide this office Notification No.UHF.Regr.Rectt.2-04/2015/-15049-89 dated 15.10.2015 (proforma enclosed).
- v) that at the time of joining, they will be required to produce a medical fitness certificate either from the Medical Officer of this University or from the authorised Medical Officer of the H.P. Government;
- vii) that their appointment is subject to the verification of their character and antecedents;
- viii) that no other service benefits are attached with the post and they will not be entitled to other benefits being enjoyed by the regular employees of this University;
- ix) that they will be called upon to do all the clerical work or any other work as may be assigned by the Controlling Officer from time to time;
- x) that they will not engage themselves in any other work or carry out business except with the permission of the competent authority;
- xi) that they will have to produce a NO OBJECTION CERTIFICATE for joining the post from their present employer, in case they are already employed failing which they will not be allowed to join;
- xii) that no TA/DA will be admissible to them for taking up this assignment in this University;
- xiii) that the University will not be obliged to provide any transport facility from their residence to the place of duty/work; AND
- xiv) that they will be entitled for one day's casual leave after putting one-month service. However, they will also be entitled for 10 days' medical leave and 05 days special leave. They will not be entitled for medical re-imburement and LTC etc. and no leave of any other kind except above is admissible to them. Provided that the un-availed casual leave, medical leave and special leave can be accumulated upto the calendar year and will not be carried forward for the next calendar year.

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If the above terms and conditions are acceptable, the above incumbents are directed initially to report for duty to the undersigned, for on the job training of 15 days, alongwith documents specified above, within 15 days from the issue of this order, failing which the offer of appointment shall stand automatically cancelled and no request for extension will be allowed.


Registrar

Endst.No.UHF.Regr.Rectt.2-15/2018/- 28172-28214

Dated:-25.10.2018

Copy of the above is forwarded to the following for information and necessary action to:-

1. All the Statutory Officers in UHF, Nauni, Solan.
2. The Dean, College of Horticulture & Forestry, Neri, PO Neri, District Hamirpur (HP).
3. The Associate Director (R&E), Regional Horticultural Research & Training Station, Mashobra, District Shimla (HP).
4. The Associate Director (R&E), Regional Horticultural Research & Training Station, Bajaura, District Kullu (HP).
5. The Associate Director, Regional Horticultural & Forestry Development & Extension Centre, Thunag, District Mandi (HP).
6. The Professor & Head, Department of Silviculture & Agroforestry/Food Science & Technology/Social Science/Vegetable Science/Seed Science & Technology/Plant Pathology, Dr. YSP UHF, Nauni (Solan).
7. The Officer Incharge, Computer & Instrumentation Centre, Dr. YSP UHF, Nauni (Solan) with the request to upload these orders in the University website immediately.
8. The Deputy Registrar (Establishment), O/O the Registrar, UHF, Nauni, Solan alongwith the application forms of all above mentioned incumbents.
9. The Deputy Controller (Audit)/Incharge (Pay Cell), UHF, Nauni, Solan.
10. The Secy. to the Vice Chancellor/PA to the Registrar, UHF, Nauni.
11. All the Individual Concerned.
12. Guard File.


Registrar

Form of contract/agreement to be executed between the _____ (Name of the Post) and in Dr. Y.S. Parmar University of Horticulture & Forestry, Nauni (Solan)-173230 (HP) through _____ (Designation of appointing authority).

This agreement is made on this _____ day of _____ in the year _____ between Mr./Ms. _____ S/O D/O Shri _____ R/O _____ contract appointee (hereinafter called the **FIRST PARTY**) and Dr. Y.S. Parmar University of Horticulture & Forestry, Nauni (Solan)-173230 (HP) through _____ (Designation of the Appointing Authority), Dr. Y.S. Parmar UHF, Nauni (here-in-after the **SECOND PARTY**)..

Whereas, the **SECOND PARTY** has engaged the aforesaid **FIRST PARTY** and the **FIRST PARTY** has agreed to serve as a _____ (Name of the Post) on contract basis on the following terms & conditions:

1. That the **FIRST PARTY** shall remain in the service of the **SECOND PARTY** as a _____ (Name of the Post) for a period of one year commencing on day of _____ and ending on the day of _____. It is specifically mentioned and agreed upon by both the parties that the contract of the **FIRST PARTY** with **SECOND PARTY** shall ipso-facto stand terminated on the last working day i.e. on _____ and information notice shall not be necessary.

Provided that for further extension/renewal of contract period, the Head of the Department shall issue a certificate that the service and conduct of the contract appointee was satisfactory during the year and only then the period of contract is to be renewed/extended.

2. The contractual amount of the **FIRST PARTY** will be Rs. _____ per month.
3. The service of **FIRST PARTY** will be purely on temporary basis. The appointment is liable to be terminated in case the performance/conduct of the contract appointee is not found good or if a regular incumbent is appointed/posted against the vacancy for which the **FIRST PARTY** was engaged on contract.
4. Contract appointee will be entitled for one day's casual leave after putting one month service. However, the contract appointee will also be entitled for 180 days maternity leave, 10 days medical leave and 05 days special leave. He/she shall not be entitled for medical re-imburement and LTC etc. No leave of any other kind except above is admissible to the contract appointee.

Provided that the un-availed casual leave, medical leave and special leave can be accumulated upto the calendar year and will not be carried forward for the next calendar year.

5. Unauthorized absence from the duty without the approval of the Controlling Officer shall automatically lead to the termination of the contract. However, in exceptional cases where the circumstances for un-authorized absence from duty were beyond his/her control on medical grounds, such period shall not be excluded while considering his/her case for regularization but the incumbent shall have to intimate the controlling authority in this regard well in time.

However, the contract appointee shall not be entitled for contractual amount for this period of absence from duty.

Provided that he/she shall submit the certificate of illness/fitness issued by the Medical Officer, as per prevailing instructions of the Government.

6. An official appointed on contract basis who have completed three years tenure at one place of posting will be eligible for transfer on need based basis wherever required on administrative grounds.
7. Selected candidate will have to submit a certificate of his/her fitness from a Government/Registered Medical Practitioner or Medical Officer of the University. In case of women candidates pregnant beyond twelve weeks will render her temporarily unfit till the confinement is over. The women candidate should be re-examined for fitness from an authorized Medical officer/Practitioner.
8. Contract appointee shall be entitled to TA/DA if required to go on tour in connection with his/her official duties at the same rate as applicable to regular counter-part official at the minimum of pay scale.
9. The Employees Group Insurance Scheme as well as CPS will not be applicable to contractual appointee(s).

IN WITNESS the **FIRST PARTY** and **SECOND PARTY** have herein to set their hands the day, month and year first, above written.

IN THE PRESENCE OF WITNESS:

1. _____

(Name and Full Address)
(Signature of FIRST PARTY)

2. _____

(Name and Full Address)

IN THE PRESENCE OF WITNESS:

1. _____

(Name and Full Address)
(Signature of SECOND PARTY)

2. _____

(Name and Full Address)